The Andover Council on Aging Board (COAB) met in regular session on Thursday, February 26, 2014 at 130 pm at The Center at Punchard, 30 Whittier Court, Andover, MA.

Co-Chair Don Robb called the meeting to order at 1:35 pm and on ROLL CALL: Present were Don Robb, Mike Roli, Ann Grecoe, Margaret O'Connor, Kaye Devanna, Joan Fox, Stu McNeil, Joe Ponti and Jane Gifun. Absent were Mike Basile and Mary Garrity Cormier.

Also present were Kathy Urquhart, Director of Elder Services, Donna Morse, Executive Secretary of Elder Services, Town Manager Buzz Stapczynski, Andover Police Commander Charles Heseltine and Andover Police Patrolman Glen Ota.

#### Minutes

On MOTION by Joe Ponti, which was seconded by Mike Roli, it was voted to accept the January minutes. On VOICE VOTE the MOTION was declared as PASSED UNANIMOUSLY.

# **Standards of Participation**

Kathy Urquhart told the Board that The Center has recently been dealing with a disruptive individual. She has spoken with the Town Manager about this issue and he wanted feedback from the Board before proceeding. Buzz stated that he was impressed with the standards already in place. Kathy stated that items 5 and 7 were the issue with this individual. After discussion and feedback from everyone, a MOTION was made by Margaret O'Connor, and seconded by Jane Gifun, to have Town Manger Buzz Stapczynski issue a letter of no trespass or contact to this individual. On a vote of 8-0-1, the motion passed. Although this discussion pertained to one particular individual, the policy, which has been in place for more than 10 years, applies to everyone. Kathy and Buzz will write a letter to the individual.

### **FY15 Budget**

Kathy Urquhart reminded the Board that the budget presentation for Elder Services is scheduled for Saturday, March 1 at about 9:30 am at Memorial Hall Library. She encouraged all to attend. She shared the four slides that she had received for her presentation.

## **Andover Senior Community Friends**

Ann Grecoe requested a list of what The Center would like from the ASCF. After a brief discussion about the ASCF fundraising, Kathy stated that she would like to talk with the ASCF Chair about this issue.

### **Committees**

Margaret O'Connor, Joan Fox and Ann Grecoe will be the Shining Star Committee. Joan Fox and Jan Gifun will be the Nominating Committee. Mike Roli and Joe Ponti will be the Tax Relief Committee. Mike Roli, Kaye Devanna, Margaret O'Connor, Jane Gifun and Joan Fox will be the Program Committee.

### Miscellaneous Items

Ann Grecoe stated that Tom Deso would like to hold a Speak-Easy/Tour of the Andover Historical Society for the COAB. It was decided that this would take place on April 10 at 10:15 am. It was suggested that the March 14 forum with the Board of Selectmen should also include those running in the Town election for the position.

On MOTION of Jane Gifun and seconded by Ann Grecoe, the meeting adjourned at 3:33 pm.

The next meeting is March 13, 2014.

Respectfully Submitted,

Donna Morse Recording Secretary